

Application for Commercial BUILDING / GRADING Permit

☐ Commercial

☐ Demo (requires 2 sets of plans)

Commercial submittals require 3 working drawings sets, two copies of engineering. Review and approval of any off-site permits or grading permits may delay issuance of building permits. NOTE: If there is more than one structure on the site, a separate building permit application is required for each structure. See back for deposit schedule. If you have any questions, contact the Building Division at (928) 779-7631 ext 7216 or 7243. **PERMIT EXPIRES 360 Days** after issuance.

SITE ADDRESS: _____ **Ste#** _____

Subdivision: _____ Lot # _____ Parcel # _____

Business Occupying Property: _____ Shopping Cntr: _____

Property OWNER: _____ Tenant: _____

Owner's Address: _____ Owner's Phone# _____

City – State - Zip: _____

Contact Name: _____ FAX#: _____ Phone# _____

Estimated Value of Construction: \$ _____ Scope of Work _____

Contact the local Registrar of Contractors Office (526-2325) regarding licensed contractor requirements. If you are using a licensed General Contractor and/or subcontractors, you must provide that information prior to the permit being issued.

GENERAL CONTRACTOR or Owner/Builder (Res. Only) _____

Address: _____ Contact Name: _____

City – State - Zip: _____ Day Phone# _____

Contractor's License #: _____ Type: _____ Renewal Date _____

Arizona State Tax # _____ City Sales Tax # _____

Plumbing Sub: _____ License # _____ Phone# _____

Curb Cut/Approach: _____ License # _____ Phone# _____

Electrical Sub: _____ License # _____ Phone# _____

Mechanical Sub: _____ License # _____ Phone# _____



If No, you must provide a signed statement from the Registrar of Contractors stating that you are exempt from using a licensed contractor per A.R.S. 32-1121. If you have any questions you may contact the Registrar of Contractors at **1-888-271-9286**, or pick up your statement at 800 W. Washington, Phoenix, AZ.

X

Signature



Owner/Agent



Contractor

Title

Date

Office Use Only - This routing slip must be given Priority

Flood Zone:

Zoning Dist.:

Permit #

Date Applied

Receipt #

Amount Paid

Route to the next person. If there are conditions of approval, add them to the Clearance Checklist – at Comments. Notify the contractor or owner immediately should there be any problems in approving this application. Hold the paperwork until the item is cleared if you cannot approve or approve with conditions.

	Name
Public Works	Ben Fisk
Utilities	Ryan Roberts
Fire Prevention	Don or Lou
Engineering	
Stormwater	Tom/(other: _____)
Planning	
Building	

Approval - Initial & Date

_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____

Hold – Initial & Date

_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____

DRB # _____

Date: _____

P & Z #: _____

COMMENTS: _____

Grading Questionnaire

Do any of the following conditions apply to your site? Please check the appropriate response. (cut and fill inside the building foot print is not counted)

Yes **No**

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1) Will there be fill greater than 50 cubic yards on any one lot (about 4 ½ -10 wheeler loads)? |
| <input type="checkbox"/> | <input type="checkbox"/> | 2) Will you be placing fill or creating a cut-slope near your property line (i.e. leveling lot)? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3) Will you be filling areas of your project outside the building footprint/foundation with imported fill material or existing material from excavations for basements, lower floors, foundations, retaining walls or other structures authorized by a valid building permit. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4) Will there be fill greater than 1 foot in depth placed on natural terrain having a slope greater than 1 unit vertical in 5 units horizontal? |
| <input type="checkbox"/> | <input type="checkbox"/> | 5) Will there be fill, outside the building, greater than 3 feet in depth? |
| <input type="checkbox"/> | <input type="checkbox"/> | 6) Will there be fill supporting a structure (must be engineered prior to commencing work)? |
| <input type="checkbox"/> | <input type="checkbox"/> | 7) Will the placement of fill on your property obstruct or change the flow of an existing man-made or natural drainage course or divert runoff onto neighboring property? |
| <input type="checkbox"/> | <input type="checkbox"/> | 8) Will there be an excavation, which is greater than 2 feet in depth (excluding excavations for footings and/or utility lines)? |
| <input type="checkbox"/> | <input type="checkbox"/> | 9) Will there be an excavation which creates an unsupported (i.e. by retaining or foundation walls), cut slope greater than 5 feet in height or steeper than 1 unit vertical in 2 units horizontal at the completion of the project. |

A “ **Yes** “ response to any question shall require a engineering grading permit. If plans already submitted to the City Engineer, two approved site plans must also be included with the building permit working drawing application.

- ☐ Site plan drawn to an engineering scale with contours (1’ or 2’ elevation gradation), building footprint(s) shown.
- ☐ Shade the area to be cut and/or filled. Also show final grade elevations and finished floor elevations.
- ☐ Indicate quantities of cut_____cyds. ; fill_____cyds. Estimate value of grading \$_____
- ☐ Typical cross section for area to be cut and/or filled.
- ☐ Plans for any retaining walls (if retaining greater than 48” or has a surcharge from a structure or parking area, the plans must be done by a professional engineer and stamped).

DEPOSIT SCHEDULE:

Project estimated value:	\$0- \$ 4,999	\$ 0.00	deposit
	\$5- 9,999	\$ 50.00	deposit
	\$10- 24,999	\$ 85.00	deposit
	\$25-49,999	\$175.00	deposit
	\$50-99,999	\$300.00	deposit
	\$100,000 & over	\$450.00	deposit